U	NITED	STATES	DISTRICT	Court
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for the										
District of										
Plaintiff(s)  V.  Defendant(s)	) ) ) ) (Civil Action No. ) ) ) ) ) ) )									
SUMMONS IN A CIVIL ACTION										
To: (Defendant's name and address)										
A lawsuit has been filed against you.										
Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:										
If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.  **CLERK OF COURT**										
Date:	Signature of Clerk or Deputy Clerk									

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Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

	This summons for (nan	ne of individual and title, if any)						
was re	ceived by me on (date)	·						
	☐ I personally served	the summons on the individual	at (place)					
			on (date)					
	☐ I left the summons at the individual's residence or usual place of abode with (name)							
	, a person of suitable age and discretion who resides th							
	on (date)	, and mailed a copy to the individual's last known address; or						
	☐ I served the summo	ons on (name of individual)			, who is			
	designated by law to a	accept service of process on bel	nalf of (name of organization)					
			on (date)	; or				
	☐ I returned the sumn	I returned the summons unexecuted because						
	☐ Other (specify):							
	My fees are \$	for travel and \$	for services, for a total of \$					
I declare under penalty of perjury that this information is true.								
Date:								
			Server's signature					
			Printed name and title					
			Server's address					

Additional information regarding attempted service, etc: